

From: St. Boniface School
To: CCB CCBSecretary
Date: Wed, Jan 15, 2003 2:48 PM
Subject: Waiver Request

~~CONFIDENTIAL~~

To Whom it May Concern:
 CC Docket Nos. 96-45 and 97-21

I am requesting a Missed Deadline Waiver for the 470 form for funding year six due to extenuating personal circumstances. I first became aware of the missed deadline later in the day on January 10th. On January 13, the first business day after I realized my error. I explained to them the situation to find out what it was I could do. They directed me to the appeals section of their website. I went there, printed out the information and looked it over. The next day, January 14, I called back SLD with further question about the process. They were very helpful and today I am following through. As directed:

- * Marylou Pawlowski
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 Missed Deadline Waiver
 Form 470
- * Funding Year 6
 Missed deadline of January 9th

Missing the deadline was entirely my fault, there is no one else to blame. Due to the extenuating circumstances of my 17 year old daughter being diagnosis with a brain tumor this past fall, I have been a bit preoccupied. I am the full-time computer teacher responsible for: instruction of all classes K - 8, maintenance and update of all the computers throughout the building, and the only one who takes care of e-rate. There is know one else remotely familiar with the process. As it is, even though I've been involved with it for a few years now, I still get confused with all the various forms, but fortunately SLD has a great help line.

Anyway, due to what was going on at home, I have missed and continue to miss may days from work. At one point it was even necessary for me to travel from New York to Boston to the Neuroendocrine Clinic Center. It is a national referral center for evaluation and treatment. Since her diagnosis it has been a whirlwind of doctor appointments and medical tests. Therefore, my time at work has been limited. When I am there, I have had to prioritize my duties. My classes with the students comes first, than the fixing of the computers - for the one's I cannot put off, than paperwork. At one point, when things started to calm down a bit, I started to go through the mountain of mail and paperwork addressed to me. I came across to the Funding Commitment Decision Letter for Year 5, I said to myself that I have to check the deadline is for year six.

Unfortunately, in my haste I miss read and thought that I had until February 6th. I now know that was wrong, but at that time, I was relieved and thought I had more time. So I quickly took care of the remaining paperwork for year 5, figuring I could start looking at Year 6 later. Well there were more ups and downs with my daughter and then holidays came and went. This past Friday I spent at the Center for Neuroscience for Pain Management. I new I was going to be there a good portion of the day, so I decided to bring paperwork. That's when I realized my error and that is what brings me to this point.

As far as supporting documentation, I am not sure what it is you would need. So please let me know and I will do whatever it is to assist you in making this decision.

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Under these extenuating circumstances please grant an extension of the deadline for Form 470